

# Information Technology Resource Management Council (ITRMC)

## December 9, 2009, Meeting Minutes

*(Approved by Council February 24, 2010)*

The December 9, 2009 meeting of the Information Technology Resource Management Council was held in the East Conference Room of the Joe R. Williams Building, 700 West State Street, Boise, Idaho.

### **ATTENDANCE**

#### **Members/Designate(s) Present:**

Mike Gwartney (Chair), Director, Dept. of Administration  
Richard Armstrong, Director, Dept. of Health and Welfare  
Senator Les Bock (phone)  
Representative Branden Durst  
Dennis Gribble, Vice President and CIO, Idaho Power Company  
Donna Jones, State Controller  
Jerry Piper, Operations Manager, Cambridge Telephone Company  
Mike Rush, Executive Director, State Board of Education  
Col. Jerry Russell, Director, Idaho State Police  
Col. Bill Shawver, Director, Idaho Bureau of Homeland Security  
*Designates –*  
Steve Wilson, Tax Commission  
Troy Wheeler, State Dept. of Education

#### **Absent Members:**

Representative Tom Loertscher  
Craig Potcher, IT Bureau Chief, Dept. of Fish and Game  
Senator Patti Anne Lodge  
John Peay, IS Director, Idaho Supreme Court  
Tom Luna, Supt. of Public Instruction  
Steve Steiner, Idaho Bureau of Homeland Security

#### **Others Present:**

Brad Alvaro, Dept. of Correction	Glen Gardiner, Dept. of Water Resources
Greg Anders, Idaho Commission for Libraries	Dan Goicoechea, State Controller's Office
Sally Brevick, Office of the CIO	Ryan Gravette, Idaho Digital Learning Academy
Carla Casper, Office of the CIO	Mike Guryan, Office of the CIO
Meredith Copsey, CISCO	Bob Hough, State Controller's Office
Dena Duncan, Office of the CIO	Robert Hunter, INX
Gail Ewart, Office of the CIO/ IGO	Scot Maring, Office of the CIO
Michael Farley, Dept. of Health & Welfare	Lance Moody, Dept. of Juvenile Corrections
Bill Farnsworth, Office of the CIO	Terry Pobst-Martin, Office of the CIO
	Jared Tatro, Office of Performance Evaluations

### **CALL TO ORDER**

Director Gwartney, Chair, welcomed members and guests present and called the meeting to order.

### **APPROVAL OF PREVIOUS MEETING MINUTES**

**MOTION:** Director Rush moved and Ms. Jones seconded a motion to approve the meeting minutes from October 14, 2009; the motion passed unanimously.

(<http://itrmc.idaho.gov/minutes/itrmc/20091014.pdf>)

## **ITRMC STANDARD 2100 – OPERATING SYSTEM (OS) (Updated)**

Bill Farnsworth advised the Council of changes to Standard 2100 including the removal of Windows 2000 and the addition of Windows Vista and Windows 7.

### **Questions and Discussion**

- Rep. Durst questioned whether Windows 2000 was currently in use by any state agencies, and if so, how these would be affected by the update to this Standard. Mr Farnsworth responded that Windows 2000 was possibly still widely used and he referred to [ITRMC Policy 1010](#) which states: “Agencies have a maximum of two (2) years from the date a standard is adopted by ITRMC to comply with the standard.”
- Rep. Durst noted that there may be difficulties making the update from a hardware perspective. Mr Farnsworth explained that there were exemptions to ITRMC policies, standards and guidelines if, for instance, an application was required to remain on an older platform.

**MOTION: Col. Shawver moved and Rep. Durst seconded a motion to approve the updated ITRMC Standard 2100; the motion passed unanimously.**

## **STRATEGIC SECURITY ISSUES – Report from the Enterprise IT Security & Business Continuity Committee**

Terry Pobst-Martin reported to the Council on

- Global Risk Picture: worldwide cyber attacks and how the US Government is responding.
- State Network Risk Assessment: how to manage increasing risk without a corresponding increase in resources.
- Project Security and Business Continuity: preserving government in the event of a disaster.

(Refer to slides: <http://itrmc.idaho.gov/minutes/itrmc/20091209dataloss.pdf>)

Ms Pobst-Martin requested support from the Council for a requirement that all future projects brought before them for review, should include Disaster Recovery or Business Continuity, as well as security of information and the network.

### **Questions and Discussion**

- Colonels Shawver and Russell stressed the importance of mitigation and preparation against cyber attacks. Although there was currently no fixed cost associated with this, Col. Shawver noted that he was prepared to leverage federal dollars to assist efforts. He added that this was probably the danger for which Idaho is least prepared. Col. Russell expressed his appreciation for the efforts of Greg Zickau and Ms. Pobst-Martin and emphasized the need to move things forward.
- Given the report and comments that he had just heard, Jerry Piper questioned the inability to form an assessment team from different agencies, and he queried the resources required to form such a team. Ms Pobst-Martin explained that the agency self-evaluations would be somewhat detailed and the number of people required would depend on the size of the agency and the number of IT-knowledgeable personnel they have, most of whom are already prioritized on other matters.
- Ms Pobst-Martin mentioned that in February she would be holding training, through the Idaho National Laboratory (INL), for IT Security Coordinators from state agencies, local governments as well as some private corporations and federal government agencies.
- Mr Piper questioned the wisdom of using an outside source to investigate vulnerabilities. Ms Pobst-Martin assured everyone that there were some very trustworthy and reliable agencies that even the federal government used for the independent review of non-classified network security.

- Mr Gribble queried what security standards were in place today, what additional security standards might be introduced and how they would be enforced. Ms Pobst-Martin explained that there are a number of ITRMC standards currently in place (see <http://itrmc.idaho.gov/resources.html#policies>), however this risk assessment is likely to identify other relevant standards and bring to light ways in which they can be enforced.
- The Chairman sought support from the Council for:
  - 1) adding to the Project Review process, consideration of disaster recovery / business continuity as well as security of information and security of network;
  - 2) self assessments by agencies;
  - 3) a full risk assessment by a reputable independent company.
 No objections were raised.
- Responding to a query about cost, Ms Pobst-Martin suggested that the full risk assessment for the state might cost in the region of \$400,000.
- Director Rush suggested part of ITRMC's function during the review of projects should be to evaluate redundancy. Colonel Russell agreed and added that ITRMC should also ask what kind of security is being built into the various systems so that it does not corrupt the enterprise system.

### **PROJECT REVIEW PROCESS – LESSONS LEARNED**

Michael Guryan reminded the Council of the steps that had been taken in the first Project Review and how the benefits and challenges might shape the process in future. (Refer to slides:

<http://itrmc.idaho.gov/minutes/itrmc/20091209projectreview.pdf>)

### **MAJOR PROJECT REVIEW – IDANET TRANSITION**

Mr Guryan went on to update the Council on the transition from IdaNet. (Refer to slides:

<http://itrmc.idaho.gov/minutes/itrmc/20091209idanet.pdf>)

### **Questions and Discussion**

- Mr Guryan clarified that the physical underpinning of the network will be a hybrid of both state-owned fiber and carrier-based service. The management and the location of those services is still state-owned but some carriers will be depended upon for liability, service and delivery. Fiber will be used where it is available and carrier services will be added where needed.
- Troy Wheeler queried when Phase 3 was expected to begin. Mr Guryan noted that agencies are able, and encouraged, to take advantage of the opportunities already available. The move towards consolidation will be organic and, as such, there is no fixed date. The services can be constructed now, although with great difficulty, but as the more virtualized network is achieved, the services become easier to implement.

### **ITEAC CHANGES**

Steve Wilson advised the Council that the IT Executive Advisory Committee (ITEAC), a subcommittee of ITRMC that was formed to provide technical policy advise to the Council, meets every other month ahead of ITRMC meetings. The ITEAC currently has 19 members and while one of the strengths of a large committee lies in its cumulative experience and knowledge, it is not necessarily as nimble as it could or should be in terms of accomplishing change and resolving issues. A proposal had been put before the committee at its meeting on December 1, to form a smaller working group that would enable the ITEAC to provide assistance to the staff of the OCIO and become more effective and action-oriented as a committee. Ms. Jones commented that this was needed and she applauded the efforts being made.

**NEW BUSINESS**

Ms Pobst-Martin advised the Council that a new and improved ITRMC website had gone live the previous day (<http://itrmc.idaho.gov>). The website uses one of the templates that are available for all state agencies to use.

**ADJOURNMENT**

There was no further business to come before the Council and Director Gwartney adjourned the meeting. The next meeting is scheduled for February 24, 2009.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S. Brevick".

Sally Brevick, Office of the CIO